

PURCHASING VIEW



CITY OF MADISON • FINANCE DEPARTMENT • PURCHASING SERVICES

Non-Competitive Selection Request

Date: Requisition Number: (8 characters)Requestor Name: Requestor Phone Number: Requestor Email: Fund: Agency: Major: 53*** Supplies/Goods
 541** Utilities
 542** Building/Facility Maintenance/Repair
 543** Software/Equipment Maintenance/Repair
 544** Public Works Maintenance/Repair
 545** Training/HR-Related Services
 546** Consulting/Professional Services
 548** Grants/Loans/Insurance/Other ServicesTotal Purchase Amount: Vendor Name: Product/Service Description:

- \$50,000 and UNDER**
This form will be sent to the Purchasing Supervisor for review.
- OVER \$50,000**
Complete this form and draft a resolution using the sample resolutions provided by the City Attorney to your Budget Analyst. **Your resolution will not be added to the Finance Committee agenda without this form.**

Check the box(es) for the exception criteria you feel are applicable:

- 1. Public exigency (emergency) will not permit the delay incident to advertising or other competitive processes.
- 2. The services or goods required are available from only one person or firm (i.e., **true** sole source).
- 3. The services are for professional services to be provided by attorneys.
- 4. The services are to be rendered by a university, college, or other educational institution.
- 5. No acceptable bids have been received after formal advertising.
- 6. Service fees are established by law or professional code.
- 7. A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant.
- 8. Otherwise authorized by law, rule, resolution, or regulation. Explain:

- If procurement is being paid with Federal or State grant funds, the vendor was identified by name in the approved Grant Application. (OPTIONAL)

REASON FOR REQUEST**WHY A COMPETITIVE SELECTION PROCESS CANNOT BE USED:**

Provide **detailed** explanation below. For a true sole source, provide all information to explain why this product or service can only be purchased from this vendor. For one-of-a-kind items not sold through distributors, explain the unique performance features of the product requested that are not available from any other product. For services, detail the unique qualifications this vendor possesses, or other reason(s) that meet the criteria selected above. Identify specific, measurable factors and qualifications.

In 2017 and 2018, the Board of Health for Madison and Dane County and the City of Madison Common Council agreed to provide support to Covering Wisconsin (CWI) to assure the continuation of federal marketplace (ACA insurance) and Medicaid/BadgerCare Navigator enrollment support to Madison and Dane County residents. This contract will continue support of these services through September of 2020.

CWI, based within the University of Wisconsin-Madison and affiliated with UW Extension, runs the state's largest federally-certified and state-licensed Navigator agency. CWI connects residents with and promotes effective use of insurance coverage and other programs that support health. CWI's work centers around three primary engagement areas: 1) health coverage outreach and enrollment assistance; 2) education on using health coverage to access care; and 3) promoting understanding and effective use of other programs that support health.

Navigators work with partners to promote enrollment in the Affordable Care Act (ACA)/Obamacare plans and in Medicaid/BadgerCare. Beyond the services provided by fee-based agents and brokers, Navigators fill an essential role in meeting the diverse needs of lower-income consumers. CWI has three federally-certified, state-licensed bi-lingual and bi-cultural Marketplace Insurance Navigators working at numerous locations in the City and County throughout the year to support our residents in connecting to health insurance and other health programs that improve health. In 2018 there were five bi-lingual, bi-cultural navigators working during Open Enrollment.

Though the ACA 2018 open enrollment period was 6 weeks long, compared to a 12-week period for 2017, and the funding provided by PHMDC allowed CWI to provide support for open enrollment efforts in Madison and Dane County that achieved nearly the same level of enrollment in 2018 compared to 2017, a result not seen in the rest of the state or across the country.

Similar to 2018, the \$50,000 from Public Health-Madison and Dane County (PHMDC) will be combined with \$75,000 from healthcare system partners to allow CWI to achieve \$125,000 in matching federal Medicaid money. The PHMDC funding will be contingent on the continuation of certain Medicaid matching funds being available.

For the reasons detailed above, the Board of Health for Madison and Dane County voted on June 12, 2019 to authorize PHMDC to enter into a noncompetitive contract to allow CWI to continue to provide navigator activities throughout Madison and Dane County.

REVIEW

For Purchases of \$50,000 or less, a copy of this form, signed by Purchasing Services, will be returned to Requestor.

APPROVED

Mary Richards

6/24/2019



REJECTED

Submit